Library Director

The Elmwood Park Public Library, a member of the BCCLS consortium of 77 public libraries, seeks a dynamic, action-oriented library professional to lead its modern and newly renovated library with a renewed commitment to expand community engagement. Elmwood Park is located in Bergen County, NJ, 12 miles from NYC, and serves a diverse community of approximately 21,000.

The Director is responsible for all administration of the Library, including oversight of an annual $900,000 budget; managing personnel and facilities; and supervision of the library's collection, services, and programs.

The ideal candidate is a strong, self-motivated leader enthusiastic about meeting the challenging immediate needs of recruiting staff, augmenting the collection, increasing its programming, implementing new services, and expanding patron involvement.

Qualifications:

- ALA accredited master's degree in Library/Information Science as well as NJ State Public Librarian Certification (or eligibility).
- A minimum of 8 years' experience in the public library sector, with proven upper management, administration and/or supervisory experience.
- Clear knowledge of best practices in personnel management, library-specific policies and procedures, budgeting, and purchasing.
- Fluency in current library technology.
- Ability to exercise judgement and resolve conflict situations in a calm and constructive manner.
- Exceptional oral and written communication skills that can effectively convey needed messages assertively but diplomatically.

- Familiarity with public relations and effective methods of outreach.
- Excellent interpersonal skills and ability to work effectively with Board members, municipal and school officials, local organizations and the public.

Salary and Benefits
Salary commensurate with education and experience. Includes a generous benefits package.

For consideration, please send/email cover letter, resume, and 3 professional references to eplibrarypersonnel@gmail.com. Review of applications and interviews will begin immediately and continue until the position is filled.